

Board of Selectmen  
Minutes November 13, 2012

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman  
Jane Byrne  
Michael Hubbard  
Ken Christiansen

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Hubbard made a motion, 2<sup>nd</sup> Christiansen to approve the public minutes of 11/06/12. All were in favor.

Byrne made a motion, 2<sup>nd</sup> by Christiansen to approve the public minutes of 11/05/12. Byrne, Christiansen, and Hubbard were in favor. Artimovich abstained as he was not present.

Building Inspector Gil Tuck was in to have the following permits signed:

- James Weisman, 19 Block Drive, renovations for house fire: signed by Board
- Ray Dusseault, 42 Lyford Lane, addition to house: signed by Board.

The board reviewed the following budgets:

Library, Bob Gilbert, Jim Clark, Don Petterson, Betsy Solon

Clark said that the library has seen a significant increase in circulation and the number of cardholders. As a result, the library is requesting to be open to the public for 2 additional hours per week. The extra hours and the requirement to provide for ET coverage would prompt an increase of Niki Reed's hours by 6 hours weekly and the assistants by 4 hours. Artimovich asked why they need 10 extra payroll hours for only 2 hours of business. Clark explained the need for 2 people to be present when the library opens and possibly 3 depending on the use of the lower level. Vacation coverage had not been included in previous library budgets, but should have been. Clark said they are requesting a \$1.50 per hour increase for the director, which restores the position to Grade XIV, Step 2 as agreed upon during the last budget cycle. All other employees will receive the 2% COLA. The other large increase is benefits for Solon; she is unclear if she will elect benefits but the figure is budgeted as a placeholder. Christiansen made a motion, 2<sup>nd</sup> by Byrne to approve the library budget of \$219831.53. All were in favor.

Hubbard asked Clement if she had looked into comparable insurance plans. Clement said there was a quote from NH Interlocal Trust (NHIT) and Beacon Integrated Resources in the mail. The quote from NHIT was competitive with the Matthew Thornton with a deductible but their plans comparable to Blue Choice and Matthew Thornton with no deductible was slightly higher. The quote from Beacon was only \$15 less expensive per month but included a \$2000 deductible. Hubbard asked about increasing the deductible on the current plans to lower premiums. Artimovich said the employees would not see that as a benefit. Christiansen said if we increased the deductible, we would probably lose employees. Clement said the Anthem Lumenos plan is an option as a high deductible plan. It costs the employee about \$25 a week, preventative care is covered 100% but the deductible is \$2500 for a single and \$5000 for a family. Clement said that is a very good option for a younger, single person, with no maintenance prescriptions as they would not be likely to need a lot of care. The board agreed to stay with LGC for 2013.

Board of Selectmen  
Minutes November 13, 2012

Fire, Kevin Lemoine

Lemoine presented a budget which included adding back the second full timer. He anticipates the start date to be July 1<sup>st</sup>, salary and insurance were budgeted for 6 months only. Lemoine said day coverage has become a problem and he is having difficulty filling the shift consistently. Byrne said town meeting voted years ago for the second full timer and thinks there is a need. Christiansen agreed. Lemoine is also requesting a part time secretary (16 hours at \$14 per hour). Hubbard asked if they have ever had one. Lemoine said Mary Clancey helps out when he needs it, but they have never had one on staff. Artimovich said as the department grows so does the need for that position. Lemoine increased equipment maintenance \$1100, vehicle repairs \$1320, and equipment \$4500 for a new 4" hose. All other line items remain level funded. The largest increases were in the salary, insurance, and NH retirement as it relates to adding a new position. The bottom line increase was about \$46000 over the 2012 budget.

Lemoine presented a second budget option without the second full-timer but with the secretary. This amounts to \$26000 over the 2012 budget. Artimovich asked if the board agreed to the second full timer, if Lemoine could split the difference and reduce his bottom line \$23000. Lemoine said he would look into it and see if he could trim any. Christiansen asked Lemoine for the statistics on numbers of calls for the budget committee once the BOS approve a budget.

Lemoine outlined the maintenance costs to be included in the selectmen's budget. He said they have been having problems with the sewer pump and it will need to be replaced with a pump that grinds, estimated cost is \$400. Byrne suggested that Lemoine make the repair with his 2012 budget if he has the funds.

Lemoine also presented a budget for the ambulance fund. Wages are level funded. They will be looking to replace an ambulance in 2013. Byrne asked if Lemoine had looked into trading the ambulance in; Lemoine said they would only get about \$5000 for a trade. He heard that NED may be looking for one. Christiansen suggested Clement contact NED to see if they would be interested in purchasing the ambulance. Hubbard asked if there was a place to post an ad. Clement said you can do that on LGC's website. Lemoine said he will need a new defibrillator as they are out of warranty. Artimovich said he thought they bought one this year. Lemoine said if there is enough money in the budget at the end of December they will, they are waiting to make sure they have enough to purchase the ambulance first.

Lemoine said the old fire station sold for \$200,000 less taxes the association received \$186,000. The fire association will keep \$50,000 and will donate \$136,000 to the town. Lemoine said they could donate all \$136000 for a new engine or \$96000 for a new engine and \$40000 for a cascade system. Lemoine said they go to Epping now to fill the tanks. Artimovich asked what the maintenance fees would be going forward. Lemoine said he will look into it. Christiansen said he thinks the fire association is fulfilling their obligation by donating the money towards a new truck and purchasing a piece of equipment that they need. Artimovich said he agrees, but would like to see if it would be more cost effective to continue to go to Epping.

General Government

Board of Selectmen  
Minutes November 13, 2012

Clement said she increased mileage reimbursement by \$250 and leased by \$2090 to include the Ricoh lease and maintenance agreement. Clement said the copier lease is \$154 per month and the maintenance is \$490 per quarter but increases 12% annually. She is looking into options to terminate all or a portion of this agreement to reduce costs. A new line item for town events was added with \$1000. All other line items remain level funded. Artimovich suggested tabling this budget until the copier lease can be worked out.

Government Buildings

Clement increased electricity \$1500 as the average bill is about \$750 and increased heating oil/gas to account for propane for the generator. Lemoine had requested a \$290 increase for the station's building maintenance. Clement also increased the BRC's building maintenance to \$2000 as \$250 was not near enough. Artimovich suggested splitting the recreation difference to \$1000. The others agreed. Byrne made a motion, 2<sup>nd</sup> by Christiansen to approve the government buildings budget of \$48157. All were in favor.

Legal

Clement said legal is level funded. The funds encumbered last year will need to be encumbered again to cover trial and prep. for the pine road case. Christiansen made a motion, 2<sup>nd</sup> by Byrne to approve the legal budget of \$22002. All were in favor.

Insurance

Clement said insurance costs are level funded; the reduction is the holiday contribution for the property liability coverage. Byrne made a motion, 2<sup>nd</sup> by Hubbard to approve the insurance budget of \$84775. All were in favor.

Waste Disposal

Clement said the budget will be level funded with the exception of dues. That was increased \$235 for NRRRA dues. Byrne made a motion, 2<sup>nd</sup> by Christiansen to approve the waste disposal budget of \$217188. All were in favor.

Recycling

Clement said the recycling budget is level funded. Hubbard made a motion, 2<sup>nd</sup> by Christiansen to approve the recycling budget of \$56710. All were in favor.

There was a memo in the mail from the Menter's requesting that flags be placed in town center from Armed Forces Day in May through Veterans Day. They would assume responsibility for the replacement of any flags and will purchase a storage container for the winter months as all flags were donated in memory of Bill Vahey. Hubbard made a motion, 2<sup>nd</sup> by Christiansen to accept the Menter's offer. All were in favor.

Clement said the steel covers in the air conditioners at the town office need to be reinforced. Artimovich asked her to let Robinson know.

Artimovich made a motion, 2<sup>nd</sup> by Hubbard to reopen the Executive Office budget. All were in favor. The losap line needs to be increased \$2000 as more firefighters have become eligible for this program. Artimovich made a motion, 2<sup>nd</sup> by Hubbard to approve the amended Executive Office budget of \$31,160. All were in favor.

Board of Selectmen  
Minutes November 13, 2012

Byrne made a motion, 2<sup>nd</sup> by Christiansen to sign the Memorandum of Understanding for the Crawley Falls Bridge. All were in favor.

The DRA municipal assessment date certificate was signed by the board.

Clement asked where the board wanted to have the Christmas Party. Christiansen said he would like to have it at the BRC. Clement said she will get a signup sheet together for a potluck dinner. Clement asked if she could have some money for decorations and paper goods. Byrne made a motion, 2<sup>nd</sup> by Christiansen to appropriate \$100 for decorations. All were in favor. Clement asked what date, Artimovich suggested the 7<sup>th</sup>. Clement said she would have to check with Dullea to see if the BRC was available that night. She knew it was open on the 8<sup>th</sup> but was unsure of the 7<sup>th</sup>. Hubbard asked if the event was open bar. Artimovich said it was BYOB but typically people do drink.

Motion to adjourn at 8:20 pm made by Christiansen, 2<sup>nd</sup> by Hubbard; all were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
Date:	November 13, 2012			
<b>Citizens General Fund:</b>				
	Previous Balance:	9,196.80		
	Deposits:	33,618.06		
	Payroll:	13,063.79	DD: 6960.44	CK: 6103.35
	FICA:	3,199.90		
	A/P: Regular	25,451.94		
	voided check			
	to Impact Fees	6,830.43		
	From MMA	12,000.00		
	TO MMA			
	Account Balance:	6,268.80		
	Interest Earned YTD:	82.89		
<b>CD's:</b>	Unrestricted Balance:	-		
<b>MMA:</b>	Unrestricted Balance:	565,858.50		
	Total Invested Funds:	565,858.50		
	Interest Earned YTD:	752.38		